

HAMILTON COUNTY BOARD OF AVIATION COMMISSIONERS  
NOVEMBER 2, 2006

The Hamilton County Board of Aviation Commissioners met on Thursday, November 2, 2006 in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. The Commissioners met in a Work Session in Conference Room 1A. at 5:30 p.m. The public session was called to order at 6:50 p.m. in the Commissioners Courtroom. Secretary Kim Rauch took Roll Call and declared a quorum present of Tom Kapostasy, Tim Tolson, Don Silvey and Ted Moran. Art Johnson was absent.

**WORK SESSION**

**Capital Spending – 2007**

Discussion was held regarding a possible 2007 Capital Spending plan.

- Master Plan - \$200,000
- Miscellaneous Repairs - \$500,000
- Runway Extension - \$8 million
- Immediate Runway Protection Zone/Clear Zone - \$500,000
- Corporate Hanger Taxiway - \$1 million
- Runway Paving - \$300,000 - \$2 million
- Critical Terminal Fencing - \$500,000
- Septic - \$100,000 - \$200,000
- Critical Water/Drainage - \$100,000 - \$200,000

Chris Snyder stated the FAA has discretionary funds that they would like to see Hamilton County use to pay down on the original purchase of the airport. The balance due to Ray VanSickle is approximately \$700,000. Discussion of the reimbursement process was held.

Maria Muiá stated she does not recommend changing what is currently listed in the reimbursement system for the FAA. Snyder stated the State is looking at \$500,000 to \$1 million in discretionary funds for Hamilton County within the next few year. Hamilton County will not be getting any discretionary funds next year, all monies will go towards O'Hara and Midway.

Snyder stated we need to identify major capital projects and local projects that have to happen in 2007. The first project has to be the master plan.

**Capital Improvement Plan**

Discussion of the Capital Improvement Plan (CIP) was held. Woolpert needs to look at the numbers for the top five projects.

- 1) 2006-2011, Acquire Existing Airport Land
- 2) 2006, Partial Parallel Taxiway
- 3) 2006-2007, Airport Master Plan
- 4) 2007-2008, Land Acquisition South
- 5) 2007-2009, Environmental Assessment

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Howard stated the figure for the Land Acquisition needs to be adjusted. The Parallel Taxiway is now off the list. The airport master plan will be next. The master plan will have to be funded locally in order to complete the plan. Howard will review the TIF funding.

Discussion of the drainage was held. One item not on the capital spending list is a taxiway lighting system, which Dan Montgomery has requested. Kapostasy stated the runway lighting is critical for the operation of the airport; taxiway lighting is important but not essential for operation of the airport. All agreed that lighting should be added to the CIP. Ted Moran would like a control tower to be added to the list for planning purposes.

Snyder stated Woolpert will present a draft CIP at the next meeting for adjustments then the final document will be presented at the January meeting.

## **PUBLIC SESSION**

### **Approval of Minutes**

Silvey motioned to approve the minutes of October 5, 2006. Tolson seconded. Motion carried unanimously.

### **President's Report**

#### AAI Meeting

Kapostasy stated he and several Board members attended the Aviation Association of Indiana meeting in October. Topics presented included aviation zoning, FAA funding and AAI is pursuing having individual notices for properties in noise sensitive zones.

#### Board Appointments

Kapostasy encouraged Board members to look at serving as President and/or Vice President in 2007. The Hamilton County Board of Commissioners will handle the appointments to the Aviation Board at their first meeting in January.

#### Indiana Association of Cities and Towns

Kapostasy stated he attended a meeting of the Indiana Association of Cities and Towns (IACT). Property taxation and local verses state government will be very active topics this year. Kapostasy asked if the Board would be interested in providing a letter to our local representatives in support of the Hometown Matters proposal or at least in terms of local communities and boards have local control of their taxation and to have more sources of taxation other than property taxes. Kapostasy stated he was impressed by the bi-partisan participation of the IACT. Howard stated this is a two-edge sword. Property tax is collected locally and administered locally and we know where every dime is. As they (State) comes up with alternative funding sources this is not true. If our local people vote for local taxes to replace the revenue streams they are entitled to make sure the dollars come back in a verifiable form, just as they require us to provide verifiable

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documentation to them. Brad Beaver stated go members of the Hamilton County Council and Hamilton County Commissioners met in a caucus with State representatives from Hamilton County specifically on these funding issues. Beaver stated the major problem in moving away from property taxes as a funding source is that the county has an income tax which is collected by the State and then comes back to the county. This mechanism is severely broken and does not work. The message we tried to relay is that if they are entertaining the idea of moving away from property taxes please fix the system before any more money is put into it. If the Board wants to chime in on that, that is fine, but know that your local elected officials are in communication with the State elected officials on this matter. Kapostasy stated we have the same view that local control is important, but having multiple sources is positive and having the administration verifiable is a critical component. Howard stated property tax is predictable and collectible. Income taxes, sales taxes and other revenue streams are subject to economic changes.

Annual Report

Kapostasy will prepare a draft of the Airport Annual Report for release by February 8, 2007.

Boone County Zoning

Kapostasy stated he attended the Boone County Zoning meeting regarding the preschool zoning on the south end of the airport. It was approved 4-2 by the Area Plan Commission. The basic logic was that the airport may be incompatible with the preschool but the preschool does not hurt the airport so there is no reason to restrict the granting of a development proposal for the preschool.

**Government Relations**

Airport Overlay Zone

Kapostasy stated he met with Chris Snyder and Maria Muiá to filter through the various airport zoning possibilities. Kapostasy stated within the next few meetings the Board will have to decide if we should be asking Westfield or Boone County to officially implement an airport overlay zone.

Caito Property

Kapostasy stated the Caito Commercial Development was turned down by Boone County. Caito has come back with a residential proposal. The residential portion has been set back by  $\frac{1}{4}$  mile, which matches the Boone County Ordinance. The earliest this proposal would be presented to Boone County would be December 9, 2006. Kapostasy requested permission for him and Ted Moran to work with Mike Andreoli to discuss what covenants a residential development could possibly be compatible with an airport and bring it back to the Board for consideration at the next meeting. Silvey motioned to authorize the President and Ted (Moran) to meet with Mr. Andreoli. Tolson seconded. Kapostasy stated the Board needs to be directly engaged with the property owner to handle this process. The items to be discussed are height restrictions, wildlife attraction

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restrictions, easement for landing rights, the same list with the commercial proposal. Motion carried unanimously.

Tall Structures Ordinance

Kapostasy asked if there should be a local zoning ordinance to extend the airport's ability to restrict tall structures. Kapostasy asked, given Boone County's recent zoning approval, if we should request legal counsel to prepare an ordinance for review in the December meeting for January approval. Howard recommended waiting until the Board has jurisdiction.

Airport Zoning Proposal

Kapostasy stated he has shared the airport's zoning proposal with Westfield for their master planning update. The citizen report does not show this information.

**Finance, Planning and Administration [7:06:24]**

Year-end Auditor

Kapostasy recommended Million and Company be appointed to perform the year-end audit of IEA. Silvey motioned to approve. Tolson seconded. Motion carried unanimously.

**Capital Improvements**

Parallel Taxiway

Silvey stated he did attend the construction meeting for the Parallel Taxiway. The weather has slowed things down. Woolpert will complete the report.

**Site Development**

Drainage Issue

Ted Moran stated the drainage issue near the new T-Hangers is being addressed. Snyder stated he has provided a report to Don Silvey regarding the drainage on the west side of the hangers. The recommendation is to put in an under drain and bring aggregate to the surface. A filter would be put in place for the pipe. A 4"-6" pipe would hold the capacity. They are working on a cost. Snyder stated the work will be done this winter. Hunt has pumped this out at no charge. Poindexter will be installing a french drain and Hunt Paving has to come back in and put a blanket in. Montgomery stated Gradex has never been back. Snyder stated they met with Gradex on site and they have recommendations to correct the situation. The rain has been an issue. We are trying to negotiate a price for minor silt protection to carry it through the winter. When the ground freezes Gradex will come in and put the rip-rap in place. Moran stated he has had a couple of inquiries regarding corporate hangers and financing, does Hamilton County have any county revenue bonds available for a hanger construction project? Kapostasy stated the Indiana Port Authority is willing to do airport projects but their minimum size is \$10 million. Howard stated there will not be enough lease rental income from the corporate hangers to build them. Silvey stated he thinks Ted is asking if the county would be willing to finance their building for them. Howard stated there would be no savings to do an EDC Bond,

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issuance costs are high and it being located in Boone County we would not be able to do it.

Site Development Opportunities

Kapostasy asked D. Montgomery what the status is on the corporate hanger tenants and other site development opportunities. Montgomery stated one of his clients have sold their jet but this is the first client he has lost since he has had the corporate hangers. Honda is looking for a place to build a new light jet. Kapostasy stated the question is if the airport should pursue this through the Hamilton County Alliance or through the State or should we stay out of it and let the county chase what they see is economically attractive or do we make sure the county is aware of the opportunity. Howard stated if it is going to be built on land in Boone County, all of the local incentives are local and would come from Boone County. If you are looking at something to be built in Hamilton County, the Hamilton County Alliance would be the place to start. Montgomery stated he does not see us getting the Eclipse service center because one of their requirements is a control tower, which we do not have. Kapostasy stated he would look at the jet time share opportunity as similar to the Eclipse as having the capability of bringing significant jet traffic and fuel sales to the airport. We have passed a Resolution that Montgomery is authorized to offer a \$50,000 present value incentive for someone to build with that kind of economic base. Montgomery stated he went to Omaha to visit Jet Links, small quarter share Part 135 Corporation. They want to branch out from Omaha within a 500 mile radius. Indianapolis fits in that radar. He is talking with them but has not received a proposal yet. They would base an aircraft at the airport and sell quarter shares in it. Kapostasy asked if Dan needs anything to continue discussions with Jet Links? Montgomery stated no.

**Indianapolis Executive Airport [7:21:19]**

3<sup>rd</sup> Quarter Report

Andrea Montgomery reviewed the 3<sup>rd</sup> Quarter Report. They are still looking at high fuel prices.

Income

- Income was \$117,412 (66% of forecasted income). This does not include the farm income.
- Fuel flow fees were \$24,034 (52% of forecast).
- Hangar and land rents were ahead at 70% of forecast.

Expenses

- Expenses are low at 55% of forecast.
- Balance of unused funds is \$4,456

Payments to County

- \$30,000 has been paid to the County

Cash Balance

- Current cash balance is \$21,594.

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Fuel Report

- Fuel deliveries to date total 458,035 gallons.
- Have passed our EPA analysis for the period and all prior periods from January 2001.
- Fuel prices are decreasing, but we have been told to expect a slight increase through winter.

Security Cameras

Security cameras are up and running. Montgomery is working on the Board being able to view the airport online with a security code.

Marketing

Kapostasy and the Montgomery's met with Willow Marketing. They have asked them to draft a project for the remainder of 2006 and have encouraged them to concentrate on marketing nationally. Willow Marketing can host the airport's website at a cheaper rate than SpinWeb. Howard is reviewing their contract.

Montgomery stated they have requested several changes in the brochure from Tailored Tactics. She is waiting for printing costs.

Chamber of Commerce Meetings

Montgomery asked if the Chamber meetings are going well and does the Board need any supplies or information for these meetings? Kapostasy asked if the assignments have been made? Montgomery stated yes, Kapostasy is not assigned to a Chamber. Montgomery stated the Hamilton County Board of Aviation is the registered Chamber member.

Assignments:

Carmel Clay – Don Silvey & Tim Tolson  
Fishers – Ted Moran  
Noblesville – Mike Howard & Brad Beaver  
Westfield Washington – Ted Moran

Shirts

Tolson asked if they Board wants to hold on the shirts until the new board title is effective in January. The Board agreed to hold.

Insurance

Montgomery stated it was time to renew the insurance on the ILS buildings. \$50,000 coverage is needed to cover both buildings, which will increase the insurance premium slightly but it is still within budget.

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ILS Ground Check

Dan Montgomery stated the ILS localizer passed the ground check this week. The flight check will be next Thursday. Last night one of the construction workers hit the main power line last night and took out the electrical to the Glideslope and the AWOS. Montgomery told Woolpert that it needs to be up and running before Thursday. Woolpert will take care of it. Snyder has spoken with Poindexter and they are taking responsibility for it.

Localizer

Montgomery stated the localizer antennas have been installed and are working. The invoice has been sent to Kim for payment.

Rotating Beacon Motor

Montgomery stated the rotating beacon motor had to be replaced last week.

Surplus Road Equipment

Kapostasy asked Howard if the Board needs to make a motion to allow Montgomery to act as an agent of the Board to request surplus equipment from the county or cities and towns? Howard stated the county highway auction is held every year and the Hamilton County Board of Commissioners would have to approve a direct transfer without compensation or you get in line with everyone else. Rauch stated the county auction was held last week. She has informed the highway department and commissioners that the airport is interested in a snow plow and the aviation board will be included in the highway's surplus equipment distribution list.

Airport Sign

Kapostasy stated we have discussed putting an Indianapolis Executive Airport sign on the fence on the south side of the property, how can that be done in an inexpensive way? Montgomery stated the banners are approximately \$200. Kapostasy stated the purpose is let people driving on CR 200 South know there is an airport behind the fence. The sign can be as inexpensive as possible. Kapostasy stated if it is under \$500 Montgomery's can take care of ordering the sign.

Moran asked if signage could be put up by the State at SR 32 and US 31? Rauch stated that has been requested from INDOT and they have said there what signage is there is enough.

Rule 6

Kapostasy asked if we are done with the Rule 6 containment project? Montgomery stated they are waiting on Woolpert. Mike Evans will check on it.

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Question and Answer Sheet

Kapostasy stated he had prepared a question and answer sheet for realtors to share with potential homebuyers around the airport, has Howard reviewed it? Howard stated he will review it again. Kapostasy asked that Howard forward it to him by e-mail so Drees Homes can start to use it.

**Engineering Report [7:42:37]**

CIP and Masterplan Scope Review

Chris Snyder stated the 2006 CIP (Capital Improvement Project) and Masterplan were reviewed during tonight's work session. Woolpert will bring the CIP in draft form to the December meeting.

AIP-12

Snyder stated at the last meeting we discussed getting FAA permits approved for the Parallel Taxiway. We have discussed it with the FAA and have resolved the outstanding issue.

Airport Master Drainage Study

Snyder stated the Airport Master Drainage Study has been submitted by to Christopher Burke. Woolpert is meeting with them tomorrow morning to review the comments to insure they have everything they need.

AIP-13

Current project costs for AIP-13, including Change Order #1 is \$39,210.74.

Estimated Future Change Order Items

- (+20-30K) potential 405 Survey
- (+0-5K) Div. "A" Underdrain Removal/Increase
- (-\$15-20K) Div. "C" Handhole Removal
- (+\$0-10K) Div. "C" Glideslope/PAPI/Marking Mob-Demob and Potential Material Increases.

Parallel Taxiway Construction Update

Div. "A" (Poindexter)

- Underdrains are finished. Lime stabilization is complete and are expecting to complete grading this week.
- We are still waiting for information on the damaged crops.
- Mulch Seeding – Poindexter would like to seed this year and will assume all responsibility. We will identify anything in the spring that needs to be touched up.
- A time extension will be given for Division A work due to the rain.

Div. "B" (Shelly & Sands)

- Stone is being placed and they are preparing to put a test strip down. We have asked that the base be completed this year. Based on current temperatures the surface will probably not be put down this year.



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Div. "C" (Michiana)

- Michiana has started their work in Division A. Signage work will begin.
- Michiana has been contacted to replace the damaged cable.

**Local Projects**

Airport Master Plan

Maria Muiá stated she has completed the process of forecasting based aircraft operations, local itinerate split and peaking characteristics and presented and reviewed the information with the board. Muiá requested approval of the forecast and submission of the Aviation Forecasts to the FAA. Silvey motioned to approve the forecast, with compliments to everyone involved and our appreciation, and it be transmitted to the FAA for approval. Moran seconded. Motion carried unanimously.

Model Airport Zoning Plan

Kapostasy reviewed the draft copy of Model Airport Zoning Plan with the Board and requested the Board review it for further discussion. Snyder reviewed the zoning map. Silvey asked what effect the approach zone would have on the Caito property? Snyder stated the approach zone will allow some degree of the residential development but it would allow the Board to put restrictions on the building code. The RPZ line would not get into the actual residential part, as he sees it right now. Kapostasy suggested discussing this further during the December pre-meeting work session. Silvey asked if there is anyone around the State that has been as pro-active as we have been? Snyder stated the FAA gives strong advice of caution when presenting any plan of this type. Snyder stated he does not know of any other Board in the State doing this type of planning. Muiá stated Hendricks County has some zoning around it, it is not as large as IEA. Auburn is working on some zoning. Indianapolis Airport Authority has some zoning. Howard suggested the Board think about political plausibility, this is restricting property uses by other political entities that we do not control.

Aerial Photography

Snyder stated the aerial photography will be flown before November 18<sup>th</sup>.

Tee Hangar

Snyder stated Hunt has been working on the apron upgrades for the Tee Hangar. The work is pretty much done. If any of the work on the apron is unacceptable please let Woolpert know. D. Montgomery stated there is a crack in the pavement and he would like someone to look at it.

Pay Requests

No change orders at this time.

Snyder requested approval of pay requests for Poindexter - \$75,536.07 and Woolpert - \$37,522.50 and Woolpert invoice in AIP-12 in the amount of \$3,383.50. Silvey motioned to approve payment to Poindexter, Woolpert and Aerofinity (\$15,769.60). Moran seconded. Motion carried unanimously.

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Secondary Runway Alignment

Moran asked Snyder when the drop dead date is for determining the alignment of the secondary runway? Snyder stated the date is relative to the completion date of the AOP. They have begun looking at some alignments. That part is with the next phase. Moran asked when is the drop dead date for it to go into the Master Plan? Snyder stated probably the end of next year. We don't have a date to put it in the Master Plan. Kapostasy stated this will not make it for this year's plan but it could be completed for the 2008 submittal. Snyder stated the drop dead date would be January 1, 2008.

**Legal Counsel [8:25:26]**

SpinWeb Agreement

Howard recommended approval of the agreement as amended with SpinWeb for hosting the web site with two changes: change payment paid to 60 days and cross out interest paid beyond payment dates. Tolson motioned to approve. Moran seconded. Motion carried unanimously.

Willow Marketing Agreement

Howard recommended approval of the agreement as amended with Willow Marketing with changes to payment due to 60 days and late charges be marked out. Silvey motioned to approve. Tolson seconded. Motion carried unanimously.

Airport Authority

Kapostasy asked Howard if anything needs to be done by the Board regarding the change to an airport authority? Howard stated no, the Ordinance has been submitted and had first reading by the County Council with final reading at their December 6<sup>th</sup> meeting.

**New Business**

AIP-13 Grant Agreement – INDOT

Rauch requested approval and signature of the Grant Award from INDOT for AIP-13. Tolson motioned to approve. Silvey seconded. Motion carried unanimously.

AIP-12 Grant Amendment

Rauch requested approval and signature on Amendment #1 to INDOT AIP-12. Silvey motioned to approve. Tolson seconded. Motion carried unanimously.

2007 Meeting Schedule

January meeting moved to January 11, 2007.

March 6 should be March 8, Rauch will check the date.

April meeting moved to April 12, 2007

July meeting moved to July 12, 2007

Silvey motioned to approve the meeting schedule for 2007 as amended. Tolson seconded. Motion carried unanimously.

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Year-End Invoices

Rauch stated December 8 is the deadline for submittal of invoices to be paid in 2006.

**Public Comments**

Ray VanSickle stated he understood that when Abbitt Farms was zoned residential that this was as far as the Commissioners would have residents closer to the airport? Kapostasy stated we have heard that verbal comment from Commissioners in the past but we are unaware of any ordinance to that effect. VanSickle stated he does not understand Mr. Andreoli's anxiousness to get that property zoned. With persistence he could get that zoned industrial which would be compatible to the airport. VanSickle stated this needs to be conveyed to him. He can get what he wants; he has the votes from the Commissioners.

VanSickle complimented the Board on the attachment of notices when it comes to residential.

Kapostasy adjourned the meeting.

**Next Meeting** – December 7, 2006

Pre-Meeting – 5:30 p.m.

Public Session – 6:30 p.m.

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**Present**

Tom Kapostasy, President  
Don Silvey, Vice President  
Tim Tolson, Commissioner  
Ted Moran, Commissioner  
Michael A. Howard, Attorney  
Kim Rauch, Secretary  
Chris Snyder, Woolpert  
Mike Evans, Woolpert  
Maria Muiá, Aerofinity  
Dan Montgomery, Montgomery Aviation  
Andrea Montgomery, Montgomery Aviation  
Ray VanSickle  
Jeff Thacker  
Jennifer Whitler  
Stefanie Nayder  
Chelsea Ritchie  
Jessica Williams  
Corrine Purvis  
Eryne Richards  
Kelly Summers  
Justin Summers

**APPROVED**

\_\_\_\_\_  
Tom Kapostasy, President

Date: \_\_\_\_\_

**ATTEST**

\_\_\_\_\_  
Kim Rauch, Secretary

Date: \_\_\_\_\_